

Friday, October 6, 2017

Arts Admin/Marketing Intern Reaction Dance Company NYC

Company: Reaction Dance Company NYC

Compensation: \$100 stipend a month

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Company Description: Reaction Dance Company NYC is a Fusion Dance Entertainment Company. Our mission is to represent all style of NYC including: Bollywood, Latin, Contemporary, Hip Hop, and Fusion (two or more styles mixed together). We don't believe in boundaries whether between styles (like fusing Bollywood and Hip Hop together) or even in where we can perform (we can perform anywhere from private events all the way to backup dancing for Bollywood movie stars).

Job Description : We are looking for 2 Arts Admin/Marketing Intern with an entrepreneurial spirit and passion for diverse dance styles. You will be assisting with everyday operations such as scheduling, social media management, creating marketing materials (flyers, email campaigns, banners), researching new performance and exhibiting opportunities, and assisting with in person events and concept videos. We offer college credit, opportunities to network with event and dance professionals, attend company rehearsal, and even perform. Possibility for a Stipend of \$100 a month

Responsibilities and Duties

Responsibilities

Scheduling rehearsals, finding dancer availability for gigs, sending out monthly rehearsal/gig calendars
Creating social media campaigns with Facebook, Twitter, Instagram, and Youtube

Creating promotional campaigns through email newsletters

Researching new sales tactics. Finding new event planner expos, socials, cultural events, websites and more.

Provide assistance at expos, cultural events, events, and networking events

Editing Dance videos

Qualifications and Skills

Pursing B.S or B.A in Business, Sale, Arts Administration, Marketing, and or Dance

Familiarity with scheduling Social Media Campaigns

Quick scheduling skills

Sales skills a Plus

Can use Google Docs and or Excel

Photography or video shooting and editing skills a Plus

Familiarity with Dropbox and Google Drive

Benefits

We offer college credit, opportunities to network with event and dance professionals, attend company rehearsal, and even perform. Possibility for a Stipend of \$100 a month

Job Type: Internship

SEND Resume, and Cover Letter to reactiondance19@gmail.com for consideration

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